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EIGHTY-FIFTH ANNUAL REPORT

OF THE

BOARD OF MANAGERS

OF THE

BELLEVUE and MILLS SCHOOLS of NURSING

Division of Nursing
of the
College of Medicine
of
NEW YORK UNIVERSITY

Presented To The
Department of Hospitals
of the City of New York

1958

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EIGHTY-FIFTH ANNUAL REPORT 1957/58

OF THE

BOARD OF MANAGERS

OF THE

vue Hospital

BELLEVUE and MILLS SCHOOLS of NURSING

Division of Nursing
of the
College of Medicine
of
NEW YORK UNIVERSITY

BELLEVUE HOSPITAL
Department of Hospitals
of the City of New York
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NEW YORK ACADEMY OF MEDICINE

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1958 - 1959

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First Vice-President
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2-A Washington Mews
New York, N. Y.

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810 Fifth Avenue, New York 21

Secretary
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156 East 74th St., New York 21

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Date of expiration of terms of office

APRIL 1959

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MRS. HAMILTON SOUTHWORTH
MRS. GARDNER STOUT
MRS. SAMUEL A. WELLDON

APRIL 1960

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APRIL 1961

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MRS. VANDERBILT WEBB

APRIL 1962

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APRIL 1963

MRS. W. PALMER DIXON
MRS. JOHN L. LOEB
MRS. EDWARD G. LOWRY, JR.
MRS. JOHN J. MCCLOY
MRS. JAMES S. MURPHY
MRS. WILLIAM H. OSBORN

STANDING COMMITTEES
1958 - 1959

Budget Committee	Mrs. Edward G. Lowry, *Chairman*
Counseling & Guidance Committee	Mrs. John L. Loeb, *Chairman*
Education Committee	Mrs. Elliott Goodwin, *Chairman*
Health Committee	Mrs. Edward S. Rimer, *Chairman*
House Committee	Mrs. Henry C. Brunie, *Chairman*
Library Committee	Mrs. Edward G. Lowry, *Chairman*
Membership Committee	Mrs. J. Howland Auchincloss *Chairman*
Nursing Committee	Mrs. Gardner D. Stout, *Chairman*
Ward Visiting Committee . . .	Mrs. Harold Kurzman, *Chairman*

HONORARY MEMBERS

Mrs. Winthrop Aldrich
Mrs. Henry James
Mrs. Harold Otis

ASSOCIATE MEMBERS

Mrs. George Tucker Bispham
Mrs. Charles Burlingham
Mrs. Archibald Douglas
Mrs. John Foster Dulles
Mrs. Harry Forsyth
Mrs. George S. Franklin
Mrs. G. Beekman Hoppin
Mrs. L. Randolph Mason
Mrs. Lansing P. Reed

REPORT OF THE PRESIDENT

For the Fiscal Year June 30th, 1957 to July 1st, 1958

A major interest in which the Board has been involved during the past year (1957-1958) is the problem of higher education for our student nurses. The work and recommendations of the Ad Hoc Committee, made up of representatives of the three University Schools, the Department of Hospitals, as well as the pertinent committees of the Bellevue and Mills Schools of Nursing have been followed closely. We are hopeful that a wise and workable solution will soon be evolved.

The Executive Committee, after carefully considering the request of the Mills School, unanimously approved the change of name from New York University College of Medicine, Division of Nursing, Bellevue Schools of Nursing to New York University, College of Medicine, Division of Nursing, Bellevue and Mills Schools of Nursing.

The Board members have faithfully continued their visits throughout the hospital for a closer look at the type of practical education that the students are receiving. This, of course, presents ample opportunity to review the good and bad aspects of hospital buildings and equipment. For this reason, and in view of many reports, the Board stand firmly behind the conviction that the City must have a new and modern hospital. Under present conditions nurses cannot give their patients the high standard of nursing service for which they have been so efficiently trained. Also, such conditions do not contribute to the best type of student education. Obsolete and worn-out equipment make working conditions, staffing, teaching and recruitment very difficult. Members of the Board are in constant touch with City officials, with the University and with committees of interested New York citizens. We hope that we shall soon see progress.

An account of the committee activities of the Board follows:

Mrs. Rimer reports for the Health Service that after eight years of outstanding work Dr. Bertha Rader has submitted her resignation. We are sorry indeed to lose Dr. Rader. Her devotion, energy and wisdom were invaluable and our association with her was both warming and stimulating. However, we are fortunate in securing Dr. Jacob Hirsch for this assignment. He has approached his new post with understanding and tact and we look forward to a continuation of the high standard of work for which our Health Service is noted.

Various plans are being considered for the protection of our students where illness or accident occurs while they are away from Bellevue. Health insurance plans for graduate professional nurses are also being investigated.

Mrs. Brunie of the House Committee tells us that most of the new furniture has arrived and is suitably installed in the residence. The whole effect is attractive and, we trust, practical. The air conditioners in the Nurses Lounge have been partially covered and this somewhat minimizes their ugly appearance.

Adjustments of time schedules for the use of the cafeteria and dining hall have helped somewhat the problem of overcrowding. However, the situation needs further study.

As in all large buildings, maintenance presents acute housekeeping difficulties. Proper heat is lacking in some rooms and offices on the main floor and in winter they are virtually unusable. For example, during cold weather the Health Service Examination Room often stays below 40°; the opposite extreme makes some of these rooms unbearable in summer. It is hoped that this situation can be corrected.

Mrs. Stout reports for her Nursing Committee that with the steady increase in the demand for graduate education the Committee felt that the rules and requirements for scholarship aid should be revised. This study was made by the Scholarship Committee under the able Chairmanship of Mr. Heroy, a member of the faculty.

The Education Committee, led by Mrs. Goodwin, kept in close touch with the educational programs of the schools and new developments in nursing education which are being reviewed by all Nursing Schools.

As the School grows in size, Mrs. Loeb, Chairman of the Committee on Counseling and Guidance, is particularly pleased by the special attention given to freshman students in an effort to help them in their personal and professional adjustments. Group counseling and personal interviews are available to all students.

The Student Association has been very active and joint council meetings bring together students and faculty. This practice continues to be successful and helpful.

Mrs. Loeb's Student Teas, held in her delightful home, are a great asset and give much pleasure to the students.

Mrs. Lowry, Chairman of the Library Committee, is very happy at the increase in library use and the efficiency of service following the appointment of its first trained librarian. The library has greatly improved but in order to use its equipment to the fullest extent more personnel is needed. This is particularly necessary and important as enrollment increases.

Mrs. Lowry has also given a report on Budget problems and here we emphasize a few of the most pressing that confront the Board. She tells us that certain staffing difficulties during this fiscal year were

of grave concern to the Nursing Service and the Schools of Nursing at Bellevue. An acute shortage of registered nurses and a large number of recent and impending resignations in this group are a source of worry and anxiety. The Budget Committee finds the problem related to two changes in salary levels for nursing personnel.

The first, as this committee has previously noted, brought practical nurse salary increments above the floor for registered professional nurse salaries.

The second change, a new base level of starting salaries for registered nurses, fails to provide proportional raises for nurses of one or two years' tenure who, thus overtaken by beginners, lack incentive to continue. This lack of recognition of experienced personnel has direct impact on patient care and efficient administration.

The Schools of Nursing have increased enrollment to 600 students. They must have staff to keep pace with the enrollment. Institutional aides are required to keep classrooms and laboratories in readiness for the many successive sections of the same course in the heavy teaching schedule.

Candidates could not be found on emptied lists for two categories of positions provided in the budget and urgently required in the schools. First, clerks capable of processing applications and school records and correspondence, one of whom must be qualified to act as registrar. Second, a recreation leader essential for direction of extra curricular activities of 600 students.

These are among the urgent staff requirements reviewed by the committee. They are matters of immediate and pressing concern.

This report points up only a few of the major problems that have come before the Board. We have done what lay within our power to assist our very able and conscientious Miss Thelma Ryan. As Director of the Schools of Nursing and Nursing Services, she has a tremendous responsibility. This is also true of her assistants, Mrs. Tetrick, Miss Madeleine Murray and the staff.

The Board admires their skill, foresight and patience and are proud to be associated with such dedicated leaders.

Respectfully submitted to the Commissioner of Hospitals,

ELLEN Z. MCCLOY
President

REPORT OF THE SECRETARY
1957 - 1958

The Board held seventeen meetings during the 1957-1958 season. The first meeting was on September 27th, 1957, and the last one was on June 11th, 1958. One meeting was cancelled as it fell on a holiday, Lincoln's birthday. After serious consideration the Board decided to experiment with a change of the meeting day. As of January 1st, 1958, the Board has met on the second and fourth Wednesdays of each month instead of the first and third Fridays of each month.

Mrs. Wall's and Mrs. Johannsen's resignations were accepted with regret.

Mrs. Rimer was appointed Chairman of the Health Committee in Mrs. Wall's place.

At the April 9th meeting Mrs. James F. Murphy was unanimously elected to the Class of 1963. At the June 11th meeting, Mrs. Victor Borella was unanimously elected to the class of 1961.

At the annual meeting of the Society of the Bellevue Schools of Nursing held on April 9th, 1958, the following Managers were reelected to the Class of 1963:

Mrs. W. Palmer Dixon
Mrs. John L. Loeb
Mrs. Edward G. Lowry
Mrs. John J. McCloy
Mrs. William Osborn

At the Annual Meeting of the Board of Managers, held on April 9, 1958, the following officers were elected for one year, or until their successors shall be appointed.

MRS. JOHN J. McCLOY .....President
MRS. GARDNER STOUT .....First Vice-President
MRS. EDWARD G. LOWRY, JR.....Second Vice-President
MRS. NELSON A. ROCKEFELLER ....Third Vice-President
MRS. WILLIAM H. OSBORN .....Treasurer
MRS. JOSE M. FERRER, JR.....Assistant Treasurer
MRS. ALBERT FRANCKE, JR. .....Secretary
MRS. ARCHIBALD DOUGLAS, JR. .....Assistant Secretary

Also at the Annual Meeting of the Board of Managers a change of name for the Schools was approved. The new name—The Bellevue and Mills Schools of Nursing—was also approved by the Executive Committee.

Respectfully submitted,

ELEANOR F. FRANCKE
Secretary

FACULTY
BELLEVUE AND MILLS SCHOOLS OF NURSING
ADMINISTRATIVE AND SUPERVISORY STAFF
BELLEVUE HOSPITAL CENTER NURSING SERVICE
July 1, 1957 to June 30, 1958

ADMINISTRATIVE OFFICERS OF FACULTY

THELMA J. RYAN, R.N., B.S., M.A., *Director*
JOSEPHINE KARBIN, R.N., B.S., M.A., *Associate Director*
MARY C. EDGAR, R.N., B.S., M.S., *Assistant Director—Curriculum*
EVA THOST, R.N., B.S., *Assistant Director—Clinical Instruction*
PEARL PAPASIAN, R.N., B.S., *Assistant Director—Clinical Instruction*
HELEN V. RYAN, R.N., B.A., M.A., *Assistant Director—Student Personnel and Guidance, Bellevue School*
FRANCIS J. MURPHY, R.N., B.B.A., *Assistant Director—Student Personnel and Guidance, Mills School*
RITA LA COUTURE, R.N., B.S., *Supervisor—Student Health*

FACULTY AND STAFF

ROBERT AKST, R.N., B.S., *Clinical Instructor—Surgical Nursing*
PAUL AMOS, B.A., M.A., M.S., *Librarian*
ALICE AVARD, R.N., *Clinical Instructor—Pediatric Nursing*
VERA BELLE, B.S., M.S., *Instructor—Nutrition*
*MAE BOOKMILLER, R.N., *Coordinator—Obstetric Nursing*
*GRAYCE BROGAN, R.N., B.S., *Clinical Instructor—Orthopedic Nursing*
ALICE BURKHARDT, B.A., M.A., *Recreation Counselor*
MYRTLE BYRON, R.N., *Supervisor—Nurses Residence*
HELEN CARMODY, R.N., B.S., M.S., *Instructor—Anatomy and Physiology*
HELEN CHADWICK, R.N., B.S., M.A., *Instructor—Chemistry and Microbiology*
ELIZABETH CHILDS, B.S., *Instructor—Physical Education*
JACQUELINE CURETTE, A.B., M.A., *Social Counselor*
LOUISE FAULKNER, R.N., B.A., *Clinical Instructor—Chest Nursing*
BEATRICE FINKELSTEIN, B.S., *Instructor—Nutrition*
CAROL FREDA, R.N., B.S., *Instructor—Nursing Arts*
BELVA GARDINER, R.N., B.S., M.S., *Instructor—Microbiology, Chemistry, Public Sanitation*
RUTH GISHLER, R.N., B.S., M.A., *Clinical Instructor—Home Care*
*JEANNE GRUSHINSKI, R.N., B.S., M.A., M.S., *Coordinator—Medical Nursing*
LOUIS HALPRYN, R.N., B.S., M.S., *Instructor—Chemistry*
BETTY KAUFFMAN, R.N., B.A., B.S., M.A., *Clinical Instructor—Obstetric Nursing*
MARGARET LUNDY, R.N., B.S., *Instructor—Nursing Arts*
ADA MCLAUGHLIN, R.N., B.S., *Clinical Instructor—Out Patient Nursing*
*LOUISE MACCHIO, R.N., B.S., *Clinical Instructor—Neurological Nursing*
TERESA MADONNA, R.N., B.S., *Clinical Instructor—Psychiatric Nursing*
*DOROTHY MICHALSKI, R.N., B.S., *Clinical Instructor—Operating Room Nursing*
*RICHARD MILLER, R.N., B.S., *Clinical Instructor—Recovery Room Nursing*
*ALICE MORRISSEY, R.N., B.S., *Clinical Instructor—Rehabilitation Nursing*
*AGNES MURRAY, R.N., B.S., M.A., *Clinical Instructor—Pediatric Nursing*

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*Also responsible for supervision of service.

William Obermeyer, r.n., b.s., *Instructor—Pharmacology, Pathology, History of Nursing*
Kay Palmer, r.n., b.s., *Asst. Instructor—Nursing Arts*
*William Patterson, r.n., *Coordinator—Surgical Nursing*
Mae Paulishak, r.n., b.s., *Conference Nurse—Obstetrics*
Anne Richwall, r.n., b.s., m.a., *Clinical Instructor—Medical Nursing*
*Dorothy Ross, r.n., b.s., *Clinical Instructor—Gynecological Nursing*
Ludovina Toro, r.n., *Clinical Instructor—Operating Room Nursing*
Jolan Toth, r.n., b.s., m.a., *Clinical Instructor—Psychiatric Nursing*
*Kenneth Triplett, r.n., b.s., *Clinical Instructor—Urological Nursing*
*Helen Wago, r.n., b.s., m.a., ed.d., *Clinical Instructor—Chest Nursing*
Doris Weise, r.n., b.s., *Clinical Instructor—Private Duty Nursing*
Gloria Williams, r.n., b.a., b.s., *Instructor—Anatomy and Physiology*
*Clayre Winters, r.n., *Clinical Instructor—Eye, Ear, Nose and Throat Nursing*
*Florence Young, r.n., *Clinical Instructor—Premature Nursing*

ADMINISTRATIVE OFFICERS OF NURSING SERVICE

Thelma J. Ryan, r.n., b.s., m.a., *Director*
Madeleine R. Murray, r.n., b.s., m.a., *Associate Director*
Charles Heroy, r.n., b.s., m.a., *Assistant Director*
Ed Wade Jernigan, r.n., *Assistant Director*
M. Joseph Bimonte, r.n., b.s., m.a., *Assistant Director—Psychiatry*
Alice Kinch, r.n.,b.s., m.a., *Assistant Director—Staff Education*
Etta W. Mahoney, r.n., b.s., *Assistant Director—Evenings*
Helena O. Sird, r.n., b.s., *Assistant Director—Nights*
Marie S. Lamberton, r.n., b.s., *Assistant to Director*

SUPERVISORS AND STAFF

Jane R. Ajello, r.n., *Emergency and Admitting Service*
Mary Autry, r.n., b.s., *Relief—Night*
Margaret Ballantine, r.n., *Psychiatric Service—Evening*
Rose Balshin, r.n., *Mental Hygiene Clinic*
Mae Bates, r.n., b.s., m.a., *Instructor—Auxiliary Personnel*
Johnnie Lee Beagles, r.n., *Adult Special Service—Night*
Marie Becker, r.n., *Medical Service—Evening*
Minnie F. Biffer, r.n., *Surgical Supplies and Equipment*
Marion Blood, r.n., *Relief—Evening*
Alethea Boggess, r.n., b.s., *Pediatric Service Relief—Evening and Night*
Beulah Brooks, r.n., *Chest Service—Evening*
Ellen B. Brown, r.n., b.s., m.a., *Psychiatric Service—Evening*
Marion B. Brown, r.n., *Psychiatric Service—Night*
Harold Clark, r.n., *Psychiatric Service—Evening*
Ada S. Coe, r.n., *Surgical Service—Evening*
Margaret Crotty, r.n., b.a., b.s., *Emergency and Admitting Service—Night*
Clyde Cunningham, r.n., *Relief—Night*
Sara Edwards, r.n., b.s., m.a., *Adult Special Services—Evening*
Alberta Ellis, r.n., *Adult Special Services*
Helen Evans, r.n., b.s., *Pediatric Service—Night*
Greta Faulkner, r.n., *Adult Special Services—Evening*
Hermina Fromm, r.n., *F & G Pavilion*
Carolyn Furlong, r.n., *Instructor—Auxiliary Personnel*
Helen German, r.n., *Psychiatric Service*
Margaret W. Godfrey, r.n., *Emergency and Admitting*

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*Also responsible for supervision of service.

Edward Gray, r.n., *Relief—Evening*
Irene Higgins, r.n., *A & B Pavilion*
Annetta Hoffman, r.n., *Psychiatric Service*
Julius Horton, r.n., b.a., *Surgical Service—Night*
Rose V. Horvath, r.n., b.s., *F & G, I & K Pavilions*
Fay Hotchkiss, r.n., *Instructor—Auxiliary Personnel*
Katherine Hunter, r.n., b.s., *Psychiatric Service—Night*
Blanche Jackowski, r.n., *Psychiatric Service*
Dorothy Jones, r.n., *Instructor—Auxiliary Personnel*
Mary L. Knapp, r.n., b.s., m.a., *Psychiatric Service*
Stanley Korwek, r.n., *Instructor—Auxiliary Personnel Psychiatry*
Lillie Landrum, r.n., b.s., *Medical Service*
Genevieve Lebendiger, r.n., m.a., *Out Patient Service*
Hattie Lewis, r.n., *Adult Special Services—Night*
Juliette Lewis, r.n., *Psychiatric Service*
Marilyn Link, r.n., b.s., *Surgical Service*
Charlotte Martin, r.n., b.s., m.a., *Psychiatric Service*
Ruth Mingus, r.n., *I & K Pavilion*
Julia Murray, r.n., b.s., *Relief—Night*
Kate Otani, r.n., b.s., m.a., *Psychiatric Service—Night*
Katherine E. Owen, r.n., *Pediatric Service*
Blanche Peckham, r.n., *C & D Pavilion*
Jeanne Philippe, r.n., b.s., *Psychiatric Service*
Eugenia Plass, r.n., *Medical Service—Night*
Alice Quinn, r.n., b.s., *Pediatric Service—Evening*
Sylvia Sadkin, r.n., b.s., m.a., *Psychiatric Service*
Viola Salter, r.n., b.s., *Psychiatric Service—Night*
Leona Singer, r.n., *Out Patient Service*
Pauline Sjogren, r.n., *Chest Service—Night*
Margery W. Smith, r.n., b.a., m.a., *Admitting Service—Psychiatry*
Mae Belle Stehler, r.n., *R & S Pavilion*
Janet Steinmiller, r.n., *Relief—Evening*
Sadie Theobold, r.n., *N & O, P & Q Pavilions*
Crescentia Troy, r.n., b.s., *Home Care Service*
Leah Van Dervoort, r.n., *L & M Pavilion*
Cora Warren, r.n., *Psychiatric Service—Evening*
Alexander Yowik, r.n., *Adult Special Service—Evening*
Charles Yurkewicz, r.n., *Relief—Night*

REPORT OF THE BELLEVUE AND MILLS SCHOOLS OF NURSING

To the Board of Managers:

Programs in higher education have been under scrutiny to determine their effectiveness and their place in the scheme of things to come. The New York University Self-Study final report recommended that the four major programs in nursing and nursing education carried on in the three schools of the University, i.e., the Washington Square College of Arts and Science, the College of Medicine and the School of Education, should be reorganized and a College of Nursing established. An *ad hoc* committee was formed with representatives from the three schools in the University, the Department of Hospitals, the Bellevue and Mills Schools of Nursing and the Bellevue Board of Managers. A report of this committee was submitted to the Executive Vice President at the end of the academic year. Since the program leading to the baccalaureate degree which was offered in the Bellevue and Mills Schools of Nursing is under consideration, new students are not being admitted to this program at the present time.

The three-year traditional program in nursing leading to a diploma is also being studied intensively by the Council of Member Agencies of the National League for Nursing. With the advent of the two-year programs in nursing leading to an associate degree and located in educational institutions rather than service agencies there has been a growing concern in regard to the future of three-year programs. The meeting of the Council in May 1958 clarified the issue for the present and while two-year programs are increasing in number their product has not been tested sufficiently nor do they supply adequate numbers to replace the three-year programs. Much emphasis was placed on the continuation and further development of good three year diploma programs.

National and state statistics indicate a marked increase in enrollment in schools of higher education and in professional schools in the next ten years. The New York State Education Department has inventoried all schools in this state to determine housing and classroom facilities and the number of students each school expects to be able to accommodate. Since our new school facility has been completed recently and a plan made to increase our numbers as rapidly as qualified candidates are available, it is expected that we may reach our maximum number (870) in about three years. There are approximately 600 students currently enrolled. With maximum enrollment our clinical and classroom facilities will be over-taxed and more faculty positions will need to be made available.

One of the serious problems that three-year diploma schools have been faced with is the inability to find qualified nurse-science instructors. Further investigation seems imminent and a plan designed for the Bellevue and Mills Schools which will safeguard this very important aspect of the program.

At the request of the Mills students and Alumni Association the Executive Committee unanimously approved the change of name of the Schools of Nursing from New York University-College of Medicine, Division of Nursing, Bellevue Schools of Nursing to New York University-College of Medicine, Division of Nursing, Bellevue and Mills Schools of Nursing. Record has been made of this change of name and the necessary nursing departments and organizations have been duly notified. The Certificate of Change of Name was received and it has been properly filed in Albany with the Secretary of State.

STUDENT ENROLLMENT

	Degree		Diploma		Total		Total
	Women	Men	Women	Men	Women	Men	
1st year students	13	2	165	14	178	16	194
2nd year students	12	2	175	8	187	10	197
3rd year students	9	0	157	14	164	14	178
Grand Total	32	4	497	36	529	40	569

AFFILIATING STUDENTS

The 3 month basic program in Psychiatry and Psychiatric Nursing with four affiliating schools (Beth Israel, Harlem, Lincoln, and Metropolitan) has continued. Three schools provided housing and daily transportation. Two sections of students from Harlem were housed in the Nurses Residence. A total of 118 students were enrolled this year. Metropolitan School of Nursing closed and, therefore, terminated their affiliation.

GRADUATE NURSE STUDENTS

Three candidates for the Master's degree in the Division of Nursing Education, Teachers College, Columbia University, completed field work in Curriculum and Teaching in Psychiatric Nursing, and one student completed field work in Nursing Service Administration on the Psychiatric service. The assignment was for a one month period.

A graduate student from the University of Indiana is currently participating in field experience in Rehabilitation Nursing.

Field experience in the Home Care program included a variety of groups and the experience ranged from a two hour conference to a month's experience. A total of 33 people were given the opportunity to spend some time in the Home Care department.

The following 2 month post graduate courses in Rehabilitation Nursing were given:

October 1957	7 students
February 1958	6 students

A graduate nurse from Ontario, Canada received a two week period of instruction and observation in Rehabilitation Nursing.

EDUCATIONAL PROGRAM

This year the faculty has given careful attention to the educational program in view of the proposed increased student enrollment.

CURRICULUM

Completely revised statements of the Philosophy and Objectives of the Schools and of the Curriculum were formally accepted by the faculty on April 21, 1958.

A sub-committee of the curriculum committee reviewed and revised the educational policies. Copies of these policies have been made available to all faculty members and students.

A more understandable faculty organization chart was also completed and accepted by the faculty on June 25, 1958.

The operating room experience has been decreased from 8 to 6 weeks and the recovery room experience has been increased from 1 to 2 weeks. The experience and instruction offered in this unit provides the student with the concept of continuity of nursing care of pre-operative and post-operative patients.

New policies have been adopted in regard to Promotion and Guidance meetings. The placement and scheduling of these meetings has been specifically determined so as to provide sufficient time for counseling interviews and student improvement. The method of recording pertinent data and specific recommendations has been revised to facilitate careful follow-up.

In order to strengthen the concept of public health nursing the Home Care Nursing experience has been increased from one to two weeks. The half day observation during the second term freshman period has been discontinued. A two hour orientation and film plus two formal conferences conducted by the Home Care Coordinator have been substituted.

The revised scheduling of classes on a semester basis instead of the bi-monthly plan has enabled the students and faculty to have a more satisfactory overview of the sequence of courses in each block of instruction.

The First Aid course has been reduced from 18 to 10 hours in keeping with the recommendation made by the American Red Cross.

The Committee on Nursing Procedures continues to improve the efficiency of student education and nursing service through the revision of several procedures.

A set of standard abbreviations to be used in ordering, ticketing and charting medicines is being prepared. A list of legal references to guide the doctors and nurses in ordering and administering drugs and treatments will be provided for every ward and will be placed in the order book after approval by the Medical Board.

The Visiting Nurse Service of New York was unable to provide public health experience for the degree students in the class of Spring 1959. Plans were developed to expand Home Care and Out Patient experience for this group of students. This plan was approved by the Executive Committee and the State Education Department. It is the hope of the Faculty that it will be possible for the Visiting Nurse Service to provide this experience for the remainder of the students enrolled in the collegiate program.

The progress report requested by the National League for Nursing Accreditation Service was prepared and submitted June 30, 1958. The purpose of this report was to gather information for the Board of Review and to designate the developments in the educational program offered by the Schools during the past three years.

LIBRARY

The position of librarian was filled on October 1, 1957, by Paul Amos, a graduate of the Columbia School of Library Science and formerly with the Brooklyn Public Library and the Newark Public Library.

Many changes have been effected and the service to students and faculty has been greatly improved. The library is open from 9:00 A.M. to 8:00 P.M. Monday through Friday. It was found that the Saturday demand was insufficient to warrant staffing it on that day.

A vigorous effort has been made to build up the pamphlet material in the vertical files, especially in regard to new drugs.

The library has acted as the channel through which the Schools of Nursing have borrowed instructional films from drug firms and government agencies. Also the library has a modest collection of instructional films which it owns outright.

The Board of Managers has very kindly made an appropriation for the binding of the more important books in the historical collection.

A very sound and cordial relationship has been established with the bindery at the nearby Institute for Crippled and Disabled. It is expected that this binding program will be completed about October 1, 1958.

The Faculty Library Committee has chosen fifty new books in the fields of nursing and medicine from the amount allotted by the Education and Recreation Fund in addition to those provided by the City. The Student Library Committee has added fifteen new titles to the Student Book Collection for recreational reading. The statistics are as follows:

Total reference books including bound periodicals	7,829
Total recreational books	1,697
Total pamphlets	8,973
Periodical and bulletin subscriptions	268
Circulation statistics (March 30, 1957 - June 30, 1958)	
General books	7,740
Periodicals	1,613
Pamphlets	210
Total general circulation	9,563
Recreational	2,436
Number of readers	11,515
Number of books reserved	7,566
Students given classes in use of books and libraries	230
Educational films rented or borrowed	139

STUDENT PERSONNEL DEPARTMENT

During the past year, greater emphasis has been placed on the counseling and guidance aspect of the Student Personnel program. This has been due, largely, to a re-allocation of duties and the cooperation and assistance of the members of the administrative staff and the faculty. Faculty and student groups worked together harmoniously in all areas of the total educational program. There have been many opportunities for students to participate in group projects and committee work, not only with their peers within the School and on the Area, State and National levels, but also with members of the instructional staff. Since our student body is so large and our opportunities so numerous, our efforts have been directed toward stimulating greater numbers of students to participate in school and student association affairs.

The resignation of Mrs. Barbara Murphy, Social Director, was accepted with sincere regret, in November. Mrs. Murphy did an outstanding piece of work in developing the social and recreational program. Miss Jacquelyn Curette, who was appointed to the position

in December, and Miss Alice Burkhardt, Recreational Leader, have directed a program of varied and interesting activities. Holidays were marked by appropriate festivities, beach and ski trips were enjoyed by large numbers of students and many activities were held in the residence. There is need for additional personnel to supervise the program in the evenings and on weekends. The addition to the staff of at least one qualified person would enable Miss Curette and Miss Burkhardt to better meet the needs and interests of the student body.

BELLEVUE AND MILLS STUDENT ASSOCIATION

The Constitution and By-laws of the Bellevue Student Association were revised. One of the major changes provides for the election of the Co-chairman of the Orientation Committee by vote of the entire student body. Also, all officers of the Student Association and chairman of standing committees now assume their duties in June instead of in September. This provides for better continuity and plans for the school year can be made during the summer months.

Bellevue and Mills students have worked closely together in all areas of student activities. The joint School Council meetings were held monthly. Representatives from both student associations attended the convention of the State Student Nurses Association in Syracuse in the fall. Nine Bellevue and four Mills students were present at various sessions of the convention of the National Student Nurses Association in Atlantic City in June. The presidents of the Bellevue and Mills Associations served on the Board of Directors of the State Association during the past year. At the annual election of officers for Area #8 in May, a Bellevue student was chosen Vice-President and a Mills student was elected to the Board of Directors. A Bellevue student was selected as the candidate from Area #8 for the New York State "Ideal Student Nurse" contest.

SOCIAL AND RECREATIONAL ACTIVITIES

The annual Irene Robertson Youtz award dinner was held in March. The recipient of the award was Mr. William Obermeyer, instructor.

The junior and senior proms were held in the Residence and there were several informal school dances sponsored by the Social Committee. Invitations to these dances were extended to a limited number of men students from neighboring colleges.

The Theatre Guild, in addition to assisting with all regular School functions which were held in the Auditorium, presented two major dramatic productions. Lighting and sound effects, scenery and costumes, as well as the dramatic talent displayed, were outstanding. Other pro-

grams offered in the Auditorium included concerts by the School Chorus, the Glee Club from Trinity College in Hartford, Connecticut, and other choral groups. These programs were enjoyed by students and their families and friends.

The Athletic Committee arranged a full schedule of basketball games with teams from five other schools of nursing in the metropolitan area. The team, coached by a senior student, rolled up an impressive number of victories.

The orientation program was carried out effectively for the two new classes admitted this year. The Student Handbook was revised and "440", the illustrated booklet sent to the students before their arrival at the School, is in the process of revision at the present time. The members of these classes were entertained by the Board of Managers at get-together parties in the homes of Mrs. Loeb and Mrs. Webb.

A special committee was formed this spring to raise funds to convert the Recreation Room into a Rumpus Room. The students expressed the need for an informal room of this type for lounging, relaxation and group activities. A very successful bake sale was conducted by the committee in May and the proceeds of the Annual Penny Fair, which was held in June, were donated to the fund. Furnishings and accessories will be purchased in the fall.

Miss Mary C. Edgar, Director of Instruction, was guest of honor at a school party on the campus the afternoon of June 25th. As a token of their esteem and affection, the Bellevue and Mills students presented Miss Edgar with an appropriately inscribed sterling silver vase and a sum of money.

UNIFORMS

A new style uniform was adopted for the class which entered the school in the fall of 1957. The original "Bellevue stripe" has been retained for the dress but the white collar and cuffs are now made of broadcloth and are attached to the uniform. The apron is gored and the fullness of the skirt of the dress has been reduced giving a more stream-lined effect. The consensus is that the wearability of the uniform and the ease of laundering have been considerably improved without a drastic change in appearance.

HEALTH

Dr. Bertha Rader, School physician, submitted her resignation, effective July 1, 1958. It was accepted with real regret because she has made an outstanding contribution to the student health program.

Meetings have been held with members of the Board of Managers, Hospital Administration, Medical Consultant Staff of the Health

Service and Executive Committee of the School to discuss the health service program for students and to discuss and solve problems relating to the medical care of other groups.

The possibility of securing Blue Cross coverage for the student group has been investigated and further planning will continue.

It has been determined that the Infirmary will hospitalize students of nursing only. There has been an increasing census in the infirmary and for one year, July 1957 to June 1958, there were 1,287 students hospitalized.

In September and October 1957 the influenza vaccine was given to 346 students who requested vaccination. The period September to March was marked by a heavy incidence of upper respiratory infections which coincided with the occurrence of influenza throughout the country.

The monthly weighing of all students in the school was discontinued in September after a careful review of the medical value of this procedure in relation to the amount of work involved. Students with special weight problems are weighed and counseled at regular intervals and other students are weighed as part of regular physical examinations or as indicated in the medical management of a particular illness.

The Chest Consultant, Dr. Julia Jones, has participated in policy-making committee meetings of the Department of Hospitals to establish minimum standards for tuberculosis control programs for the schools of nursing within the department and for affiliating students studying at these schools.

With the vaccination of the Spring 1961 class we will have completed 10 years of BCG vaccination. The low rate of tuberculous infection continues and is thought to be due to a variety of influences. Because of this low incidence the question of the amount of radiation exposure required by the BCG program has been discussed and consideration is being given to the advisability of discontinuing the general program of vaccination. Although the existing hospital facilities for following groups by x-ray involves use of Photo Roentgen equipment—we have reverted to the use of the large 14 x 17 x-ray film because of the high degree of radiation exposure encountered in taking the small films.

The surgical program shows little variation except in emphasis in groups of surgical conditions reported from year to year. Local hand infections are relatively rare although there were a few virulent staphylococcal infections that cleared after adequate incision. The virulence of these infections is in keeping with the emergence of a virulent staphylococcus which has followed elimination of the less

hardy variety by antibiotics. The absence of serious hand injuries caused by surgical equipment is also noted. This may be attributed to in part to the orientation lecture on the "Avoidance of Self Injury in Hospital Techniques" which is given by the school surgeon in the Personal Hygiene course.

The incidence of severe psychiatric illness has been low. The psychiatric consultant feels that selection of students plays an important role here. Students with emotional problems requiring intensive or prolonged therapy which interfere with their performance as students, have been advised to withdraw from the school to enter private therapy.

RECRUITMENT

Approximately 851 students attended the 8 "Open House" sessions at "440". The members of the recruitment committee had 18 speaking engagements at various high schools throughout the metropolitan area talking with a total of 2,894 students.

The book entitled "Student Nurse" by Jack Engeman is near completion and will be published in September. It is the hope of nursing educators that this book will be very useful and helpful in depicting the life of a student nurse for "teen agers".

The school bulletin was revised and is still being published in abbreviated form. The committee on recruitment worked on two brochures—one for Bellevue and one for Mills which are now being used for recruitment purposes.

ARMY STUDENT NURSE PROGRAM

Six students, Eileen Kelly, Phyllis Leftwich, Barbara Lippel, Meta Sangster, Arlene Schwartz, Patricia Tierney, accepted enlistment in the Women's Army Corps, United States Army Reserve, which enables them to complete the senior year at Bellevue and then join the Army Nurse Corps as an officer after obtaining the license to practice nursing.

CAPPING AND INSIGNIA EXERCISES

The traditional capping and insignia exercises were held twice during the year. On September 30, 1957, 144 women of the Fall 1959 class received the Bellevue cap and 5 men received the Mills insignia. On March 26, 1958, 48 women of the Spring 1960 class were capped and 5 men received insignia.

GRADUATION EXERCISES

The formal Commencement exercises for the graduating class of 1958 were held on the campus at University Heights on the morning of June 4th. There were 154 women and 18 men candidates for diplomas and degrees.

In the afternoon of Graduation Day a reception was held for the graduates, their relatives and friends in the Nurses Residence. Following the reception the graduation awards were presented in the Auditorium. Miss Thelma J. Ryan, Director of the Bellevue and Mills Schools of Nursing and Nursing Service of Bellevue Hospital Center presided.

The request of the students to have a less formal afternoon program was approved by the Executive Committee for a trial year.

AWARDS

It was the decision of the Faculty Council to follow the custom previously established of considering grades in the subjects and in the clinical practice areas which have been completed by all members of the Spring and Fall classes.

HIGH SCHOLASTIC STANDING

The Lavinia L. Dock Prize of $25.00 which is named for a distinguished Bellevue graduate is awarded annually to the Bellevue student who has attained the highest scholastic rating. The recipient—ANNA WILLIAMS.

The Mrs. Whitelaw Reid Prize of $25.00 which is named in honor of a long time member of the Board of Managers and daughter of the founder of the Mills School, Mr. D. Ogden Mills. It is awarded annually to the Mills student who has achieved the highest scholastic rating. The recipient—ALAN BLUMENTHAL.

Honorable Mention: Lois Case, Mary Christensen, Rosa Schwarz Cifu, Marilyn Cooper, John Cremer, Edith Webster Eggert, Karl Everett, Barbara McDonough, Jean McGovern, Alice Nilan, Helen Paul, Angela Ronga, Barbara Saunders, Arlene Strauchler, Arlene Trenaman, Dana Young.

EXCELLENCE IN CLINICAL PRACTICE

The Mrs. William Preston Griffin Prize of $25.00 which is named for one of the founders of the Bellevue School is awarded annually to the Bellevue student who has achieved the highest rating in clinical practice. The recipient—CARMEN BECERRIL.

The D. Ogden Mills Prize of $25.00 which is named for the founder of the Mills School is awarded annually to the Mills student who has achieved the highest rating in clinical practice. The recipient—DONALD KLAHR.

Honorable Mention: Beatrice Booker, Inge Baer, Sue Bermingham, Marilyn Cooper, Carolyn Corcoran, Edith Webster Eggert, Karl Everett, Helen Mahony Meany, Phyllis Reckerd, Arthur Sampson, Mary Scudellari, Mary Semenoff, Edna Smith, Virginia Barberi Strause, Patricia Tierney, Arlene Trenaman, Dana Young.

HIGH COMBINED AVERAGE IN THEORY AND PRACTICE

The Bellevue Alumnae Association Prize of $25.00 which is awarded annually honors the member of the graduating class who has attained the highest average in theory and practice.

This year two students tied for first place and awards were made to EDITH WEBSTER EGGERT and ANGELA RONGA.

The Mills Alumni Association Prize of $25.00 honors the student who has attained the highest combined average in theory and practice. The recipient—KARL EVERETT.

Honorable Mention: Carmen Becerril, Alan Blumenthal, Beatrice Booker, Lois Caso, Rosa Schwarz Cifu, Marilyn Cooper, Edith Webster Eggert, Barbara McDonough, Jean McGovern, Alice Nilan, Helen Paul, Angela Ronga, Mary Semenoff, Arlene Strauchler, Anna Williams, Dana Young.

SURGICAL NURSING

The recipient of the prize awarded for proficiency in Surgical Nursing is determined on the basis of rating in theory and clinical practice in the Junior Service since all members of the graduating class have not completed the senior experience in this area.

The Samuel Standard Prize of $25.00 for excellence in Surgical Nursing is given by Dr. Samuel Standard, Associate Professor of Clinical Surgery, New York University and School Surgeon. The recipient—SHEILA SCHUMAN.

Honorable Mention: Carmen Becerril, Alan Blumenthal, Victor Brown, Rosa Schwarz Cifu, Caroline Corcoran, Nancy Klatt, Adele Gold Kolinsky, Jean McGovern, Robert Muise, Alice Nilan, Mary Scudellari, Arline Tartus, Arlene Trenaman, Anna Williams, Dana Young.

JANE A. DELANO POST #344, AMERICAN LEGION AWARDS

This was the first year that such awards were made and Bellevue was chosen as the first school to receive them since Jane A. Delano was one of our most distinguished graduates. Medals were presented by Commander Mary Sweeney of the Jane A. Delano Post to:

ANNA WILLIAMS for Highest Scholastic Standing
MARILYN COOPER for General Excellence in Nursing

FACULTY AND STAFF

COMMITTEES

The activities of the various standing committees of the Faculty have contributed greatly towards the improvement of the educational program. The accomplishments of these committees have been stated in the section on the Educational Program.

PROFESSIONAL ACTIVITIES

In addition to their many committee activities in the Schools there have been several faculty members who have attended and actively participated in local, state and national meetings, institutes, workshops and conventions. The American College of Surgeons met in New York in March and four program meetings were developed at Bellevue by our staff in the areas of Home Care, Rehabilitation, Recovery and Operating Room and Emergency Services which included the Disaster Unit. A paper was read and a demonstration given on "The Care of the Patient with a Tracheotomy" by Mrs. Carol Freda, Nursing Arts Instructor.

APPOINTMENTS

Miss Kay Palmer, Assistant Nursing Arts Instructor; Mrs. Florence G. Katz; Instructor in Anatomy and Physiology; Mr. Paul Amos, Librarian.

SCHOLARSHIP AID

During the past year scholarship aid was awarded to ten members of the instructional staff from funds provided by the Board of Managers. Two members received aid from funds provided by the Department of Hospitals.

HONORS AND AWARDS

Miss Mae Bookmiller, Coordinator of Obstetric Nursing, produced the 3rd edition of her book, "The Textbook of Obstetrics and Obstetric Nursing". The Kellogg Foundation chose it as the best publication in that field for nurses and students of nursing. It will be published in Spanish and have wide circulation in South America since the Foundation is extremely interested in health programs on that continent.

VISITORS TO THE SCHOOLS

The new residence and School facilities continue to attract many people from foreign countries as well as from the United States. The business manager and the associate director of the school of nursing from Cooks County, Chicago, were especially interested in the physical facilities inasmuch as they are contemplating a new residence.

Another interesting group of 5 doctors from South America and Turkey were particularly interested in Nursing Education in the United States. Several members of the faculty participated in a planned program for these men who were Fellows in Post Graduate Medical Education on the Cornell Division and sponsored by the Kellogg Foundation.

REPORT OF THE NURSING SERVICE OF BELLEVUE HOSPITAL CENTER

The major problem of nursing service is coverage because of the scarcity of professional nurses. Our prime concern is to provide optimum care to patients with the staff available to us. Since we are greatly dependent upon non-professional personnel (practical nurses and nurses aides) for assistance in this herculean task, it has been imperative for us to upgrade their preparation through better orientation programs and staff education. Our efforts in this direction have made it possible for us to give a better quality of care to our patients.

To further supplement our nursing service personnel we have utilized the services of "per diem" and "special nurses" where intensive care was indicated and which could not be managed with the regular staff.

Red Cross Nurses Aides and Hospital Volunteers have been utilized to assist with simple bedside nursing and have served in clerical, recreational and other capacities commensurate with the needs of the institution.

STATISTICS OF NURSING SERVICE, JUNE 30, 1958

All Positions Authorized By Budget	Total	Allocation General & Chest	Psychiatry	*Positions Filled	*Total Employees in Each Classification
Registered Nurses (All)	1311	949	362	1157	612
Practical Nurses	968	746	222	887	244
Nurses Aides	76	67	9	61	1249
Ward Clerks	90	71	19	84	84
Messengers	85	67	18	76	76

*includes Psychiatry

DISTRIBUTION OF NURSING SERVICE POSITIONS (exclusive of positions above staff nurse level) As of June 30, 1958

	General & Chest Services			Psychiatric Service		
	Positions Allocated	Total Empl. In Each Category	Ratio Positions Filled	Positions Allocated	Total Empl. In Each Category	Ratio Positions Filled
Staff nurses *only*	722	290	40%	295	60	20%
Practical Nurses	746	180	24%	222	64	28.8%
Nurses Aides	67	898	*——	9	351	**——
Wards Clerks....	71	65	91%	19	19	100%
Messengers	67	60	90%	18	16	90%

*281 on R.N. lines
562 on P.N. lines
55 on N.A. lines
898

**190 on R.N. lines
155 on P.N. lines
6 on N.A. lines
351

RATIO OF REGISTERED STAFF NURSES TO PRACTICAL NURSES AND NURSES AIDES

General and Chest Services..... 1 R.N. to 3.5 Practical Nurses and Nurses Aides

Psychiatric Service..... 1 R.N. to 6.3 Practical Nurses and Nurses Aides

These ratios point up the grave problem entailed in attempting to provide optimum and safe nursing care in a hospital where the daily average census is approximately 2,500 for in-service patients and a daily average census for the out-patient department which approximates 1,800. With this meagre number of personnel, coverage for all bed and non-bed units for 24 hours daily, 365 days per year, and a 40 hour work week, must be provided.

Also, annual vacations, health, education and maternity leaves of absence and absences due to other emergencies must be covered.

It has been impossible to fill all positions allocated for staff nurses and in order to supplement this shortage of professional personnel, practically all staff nurse positions have been filled with practical nurses and nurses aides to provide nursing service to patients.

STAFF AND IN-SERVICE EDUCATION PROGRAMS

The Staff and In-Service Education Programs both in the general hospital and the psychiatric division were expanded during the past year Bellevue now has in operation the five basic programs recommended and urged by the Department of Hospitals, namely: elementary head nurse classes, elementary ward instructor classes, advanced practical nurse classes, basic and advanced nurses aide program and orientation programs which were developed for newly employed professional and practical nurse appointees. Other accomplishments during the year consisted of the preparation of new arithmetic and qualifying medication examinations used in "screening" practical nurse applicants for nursing staff appointments; classes were given to train twelve new ambulance attendants as a reserve pool; the handbook for new professional and practical nurse appointees was revised by a staff education committee; the philosophy and aims of the nursing service were prepared and stated by the Steering Committee on Staff Education. This same group revised and brought up to date the Constitution and By-Laws of the Nursing Service Organization. Fourteen registered nurses and thirty-six nurses aides participated in an all-day training session at Bird S. Coler Hospital in the methods of setting up an Improvised Emergency Hospital for disaster use under the auspices of the New York State Department of Health as part of the Civil Defense training program.

The personnel consist of the Director, appointed in October 1957, one part-time and three full-time instructors for the nurses aide and practical nurse programs. In addition, to carry out all planned programs for nursing service personnel, assistant directors of nursing, department heads, physicians, administrative supervisors, head nurses and clinical instructors participate in teaching.

Many of the members of this group of instructional personnel collaborated in preparing statistics for a study compiled by the Office of Nursing Education and Nursing Service of the Department of Hospitals to determine the hours, amounts and kinds of Staff Education programs being carried on by hospitals in the Department.

For the nurses aide and practical nurse programs we are using the Quonset hut for classes and courses. Professional nurse meetings and programs are scheduled in the nursing office conference room and classroom or in the School of Nursing.

The Director of Staff Education is in the process of building up a library of textbooks, manuals and professional publications for the use of instructors in addition to the reference library materials available in the Bellevue and Mills Schools of Nursing library. Films on a rental or loan basis will be used from the military, or municipal and educational film corporations.

In the Fall of 1958, the plans are to present a workshop program for supervisors, work toward a National Defense Mass Casualty personnel training program, revise the elementary head nurse and ward instructor programs, and we hope to be able to set up training programs for ward clerks and messengers which we have not had to date.

The present in-service programs will be continued which include the Red Cross First Aid Classes and Volunteer training programs for Red Cross Nurses Aides.

STAFFING PROBLEMS AND RECRUITMENT

Since July 1957, except for the months of September 1957 and March 1958 when the staff was augmented by members of the graduating class, there has been a consistent increase of resignations over appointments. The chief reasons given for these resignations have been marriage, maternity leaves of absence, home responsibilities, unavailable housing in this area, commutation difficulties, moving out of the city or state, and acceptance of other positions for more compensation or for proximity to the area of residence.

It is difficult to employ personnel for the evening and night tours of duty and coverage for these tours is maintained, in part, through the rotation of non-professional personnel and supplemented by registered professional nurses, whenever available, on a "per diem" basis.

Intensive nursing care is required for the treatment of many of our critically ill patients such as those in respirators, "artificial kidney", extensive burn and post-operative brain and heart cases, and patients injured in fires, building cave-ins, subway disasters, etc. This can be provided mainly through the supplementation of the staff with "special

nurses" and "per diem" nurses. Whenever feasible, it becomes necessary for the "special nurse" to give her services to two patients so that more intensive care may be rendered.

Our nursing service work load has been greatly increased through the delegation of many activities to registered professional nurses which were formerly performed by the medical staff. It is impossible for the nursing staff to meet these demands with equanimity when the nursing personnel is greatly outnumbered by the medical staff and when the assumption of such responsibilities has legal implications involving malpractice on the part of the nurse.

Recruitment methods utilized to meet staffing problems have been those employed by most hospital institutions, namely, having personal interviews with each member of the graduating class prior to the completion date of the course at which time careful counselling is given the new graduate (before licensure) of the opportunities available at Bellevue and the need for such experience to produce a more competent nurse practitioner and for the assumption of higher level positions in the future; contacting members of the staff to assist with recruitment by referring friends; corresponding with applicants who make written inquiries; interviewing carefully those applicants who make personal application; arranging rotations on the staff which best fit the need of the individual and still provide nursing service required for hospital needs; providing temporary housing facilities for nurses from out-of-town or for those who have commutation problems; providing considerable scholarship aid to those pursuing advanced studies in nursing Education (funds provided by the Board of Managers and the Department of Hospitals).

NURSING SERVICE ORGANIZATION

Shortly after the NLN Committee on Accreditation visited Bellevue in 1955 a committee was formulated to develop a tentative *Constitution and By-Laws of the Nursing Service Organization*. In January 1958 another committee was formed to make revisions and add a preamble which enunciated the philosophy of the nursing service. On its completion in January 1958 the Constitution and By-Laws were adopted for use and named the NURSING SERVICE ORGANIZATION OF THE BELLEVUE HOSPITAL CENTER.

The Nursing Service Council was formed which serves as an advisory committee to the Director to review administrative management, supervisory problems, and to develop policies. The membership is composed of the administrative officers of the Nursing Service, namely: Director, Associate Director, Assistant Directors of Nursing Service and Staff Education. The two-hour weekly session has proved useful and time-saving in solving current and long range problems. This frees the Director to concern herself with emergent problems only until the next meeting of the Council.

Eleven (11) Standing Committees were incorporated in the Nursing Service organization to carry out the aims and objectives outlined in the philosophy of the nursing service. These committees are: Improvement of Patient Care, Personnel Practices, Staff Education, Communications and Publicity, Central Supply and Equipment, Interdepartmental Relationships, Administrative Procedures, Auxiliary Staff and Volunteers, Staffing and Personnel Budget, Records and Forms, and Registered Professional Nurse Scholarship Aid.

Each year the Board of Managers of the Bellevue and Mills Schools of Nursing allocate funds up to $3000.00 to be expended on scholarships for the registered professional nurses on the staff of the faculty and the hospital nursing service, thus making it possible to have better prepared personnel in both areas.

PARTICIPATION IN PROFESSIONAL ACTIVITIES

Members of our nursing service personnel, including staff nurses, head nurses, supervisors, and assistant superintendents of nurses participated in many professional activities. Some acted as members of professional organization committees and others attended professional conferences, institutes or conventions. The more outstanding activities included those sponsored by the American Heart Association, the Tuberculosis and Health Association, the American Hospital Association, the American College of Surgeons, the United Hospital Fund, the Association of Operating Room Nurses, the National League for Nurses, the New York State League for Nurses and the Maternity Service Organization.

Information gained through these professional activities is relayed at various meetings and conferences held in the institution to members of the staff who could not be spared for such participation, and it is frequently utilized to bring about changes advantageous to the institution.

MAJOR APPOINTMENTS, RESIGNATIONS, RETIREMENTS

On July 1, 1957 the only major appointment to the Nursing Service was Miss Genevieve Lebendiger, who was appointed to serve in an administrative capacity as Assistant Superintendent of Nurses in charge of the Outpatient Department.

On September 9, 1958 Miss Katharine Nanchi, who served as Evening Supervisor in the Surgical Service resigned to move to California.

On November 18, 1957 Miss Anne Levitsky, Clinical Instructor and Supervisor in the Outpatient Department resigned to accept another position.

On April 24, 1958 Miss Genevieve Lebendiger, Assistant Superintendent of Nurses in charge of the Outpatient Department resigned to accept another position.

In March 1958 Mrs. Hester Lowry, who was supervisor of the Residence for men, completed a long period of service in that area and retired.

Miss Mae Bookmiller completed thirty-two years of service on the Obstetric service and retired in June.

HONORS AND AWARDS

On June 19, 1958 employees of the DEPARTMENT OF HOSPITALS were presented with service pins for 25 years of service. The function was held in the Auditorium of the Bellevue Nurses' Residence. Commissioner Morris A. Jacobs was present on this occasion and delegated the Medical Superintendents of all the City Hospitals to present the pins to their respective employees. Fifty (50) members of the personnel of Bellevue Hospital Medical Center were recipients of these 25 year pins.

Bellevue's Catastrophe Unit is one medium through which many of the critically ill and injured patients enter the portals of the hospital. On June 6, 1958 Dr. Randalph Wyman, Supervising Medical Superintendent, accepted for Bellevue Hospital Medical Center an award (CERTIFICATE OF MERIT) from the Uniformed Firemen's Association to the BELLEVUE HOSPITAL DISASTER UNIT for its "tireless efforts and unselfish endeavors in behalf of the men of the Fire Department of the City of New York". This plaque is proudly displayed on the ground floor of the Administration Building adjoining the Information Office area.

RESEARCH STUDIES

In April 1958 a study of the effect of nursing care on the growth and general development of premature babies got under way at Bellevue Hospital Center in collaboration with the U.S. Public Health Service. Mrs. Apollonia O. Adams, Chief of the U. S. Public Health Service Division of Nursing Resources, assigned Miss Eileen G. Hasselmeyer to this study. Miss Hasselmeyer is a graduate of the Bellevue School of Nursing and is now employed as a consultant on the staff of the Division of Nursing Resources with headquarters in Washington, D.C. We have offered full support of the premature unit which is under the direction of Miss Florence W. Young.

VISITORS TO NURSING SERVICE

FOR OBSERVATION OF PROGRAMS

During the week of March 3rd to 6th, 1958 the Sectional Meeting of the American College of Surgeons was held in New York City and Bellevue Hospital Center participated in the program of tours and demonstrations. Tours were arranged through the Recovery Room, Emergency Ward, and the Disaster Unit was displayed for viewing. Over 100 visitors toured the Recovery Room and were presented with a Handbook prepared by Mr. Richard Miller, Supervisor of the Recovery Room. Miss Alice Morrissey, Supervisor of Rehabilitation Service, presented a planned program on Rehabilitation Nursing in the Bellevue Psychiatric Auditorium. More than 100 people attended this program. Miss Ruth Gishler, Supervisor of Home Care Service, held a planned conference on the ROLE OF THE TEAM IN HOME CARE in the office of the Home Care Department at Bellevue. This was attended by a select and interested group. The Emergency Ward and Catastrophe Unit gave added interest to these visitors and requests have been received from nursing periodicals for an article on the Catastrophe or Disaster Unit.

Throughout the year visitors have spent time at Bellevue Hospital Center in observation of programs associated with nursing service in such areas as Pediatrics, Obstetrics, Premature Unit, Psychiatry, Home Care and the Outpatient Department. Such visitors have come from various parts of the United States and from foreign countries in both hemispheres referred by the American Nurses Association.

FOR SURVEYS

Under the direction of Dr. Jean Pakter, Chief of the Maternity and Newborn Division of the City of New York Department of Health, a visit was made on December 5, 1957 to Bellevue for the purpose of studying aspects of antepartum care and its relationship to prenatal mortality.

In May 1958 a survey of the institution for the New York State Department of Social Welfare was undertaken by Miss Frances Kahn, a member of their staff.

At frequent periods during the past year members of the New York City Visiting Committee, under the direction of Mrs. W. Conant Brewer, have been faithful in their visits to practically all areas of the hospital. Their increased membership has made it possible for them to be on the premises more frequently and their keen interest and cooperative efforts have been most helpful.

The very faithful group of ward visitors who comprise the membership of the Bellevue Board of Managers have continued their "ward rounds" in the hospital and their monthly reports are received by the nursing service administration with much appreciation. Suggestions are frequently made at their meetings and acted upon because of their feasibility.

ACKNOWLEDGMENTS

It is with a great deal of pride and satisfaction that this report is made. However, little or no part of it could have been accomplished without the continuous efforts of the faculty and nursing service staff assisted by the secretarial and non-professional groups. I acknowledge, with high tribute, these untiring efforts of the entire staff of all levels whose dedicated ministrations to the sick and devoted and inspired teaching of the students have maintained the traditions of service which have been the objective of Bellevue throughout the years.

Dr. Randolph A. Wyman, Supervising Medical Superintendent; the Executive Committee of the Schools; the Board of Managers; the Director and Assistant Director of Nursing Education and Nursing Service of the Department of Hospitals have given generously of their time, have helped investigate, evaluate and solve many of our problems and have given us support and guidance in those which have not been solved. This gives us the fortitude and determination to continue to seek the answers to the problems in Nursing Education and Nursing Service and to apply them here in our Schools of Nursing and Nursing Service.

Respectfully submitted,

THELMA J. RYAN

Director of the Bellevue Schools of Nursing and Nursing Service of Bellevue Hospital Center

ANNUAL REPORT OF THE PRESIDENT OF THE ALUMNAE ASSOCIATION

May 1, 1957 to April 30, 1958

During the year the regular bi-monthly meetings of the Board of Directors and the Alumnae were held in the Nurses Residence, 440 East 26th Street.

The Alumnae Tea given in honor of the 1957 graduating class was held June 4th on the Campus of the Residence. Everyone present had an enjoyable time.

Alumnae Day was held May 16th for the first time on the Campus and approximately 450 attended. Boutonnieres made of Bellevue stripes and corn flowers were sold to guests. Students participated during the day by selling the boutonnieres in the Hospital and Clinic, tours were arranged through the Hospital and the Residence, a skit "Probies" was presented by the Spring '60 Class in the auditorium, and a tea was held on the Campus 3 P.M. to 5 P.M. Many classes gathered for dinner and reunions, others attended the annual meeting which was held in the lounge at 7 P.M.

The Association contributed $55.00 to the Bellevue School of Nursing Yearbook, The Crane and Cross, $50.00 as a sponsor and $5.00 for a yearbook.

Prizes for highest combined average in theory and practice of $25.00 each were awarded to Nina Hodgson Spier and Mary Ann Browne, members of the 1957 graduating class.

Miss Mimi Gianukakis, Chairman of the membership committee, was very active in obtaining new members and reinstatements into the Association.

Miss Rita LaCouture continues to do a splendid job as Chairman of the service committee. Her visits and thoughtfulness were appreciated by members who were ill.

Miss Jeanne Grushinski, Chairman of the legislative committee, kept the members informed on legislation affecting nurses. She represented the Alumnae at the New York State Nurses Convention in Albany in October 1957.

Miss Margaret Caller, Chairman of the entertainment committee, did an outstanding job in planning several events, a buffet supper in November and a card party in April. $169.00 was added to the general fund.

Miss Regina Graham, Chairman of publications, edited a very excellent Bellevue Bulletin. Miss Graham is now Lt. (J.G.) in the Navy Nurse Corps but will continue as Publication Chairman.

It is with deep regret that I announce the death of 7 of our members. Marion Black, Class 1910; Elin Kramer, Class 1891; Mrs. Annie Humphreys, Class 1892; Miss Carolyn Ledford, Class 1917; Grace Wall, Class 1916; Margaret E. Gallery, Class 1914 and Mrs. Violet Williams Herdesty, Class 1917. Mrs. Annie Humphreys was buried in Arlington Cemetery in Washington and a wreath of flowers was sent by the Association.

Miss Ledford died in Willard State Hospital, no friends or relatives were located and the Association sent a spray of flowers and defrayed the funeral expenses of $150.00.

On behalf of the Alumnae I wish to express our appreciation to the Bellevue School of Nursing for providing the Association with an office in the Residence, and the use of the Residence for social gatherings.

At this time I wish to express my appreciation and thanks to the officers and members of the Alumnae Association for their co-operation and support without which I could not have carried out my duties as President.

The Jane A. Delano Post #344 of the American Legion will give 2 medals to 2 members of the graduating class of the Bellevue School of Nursing in memory of Margaret E. Gallery, Class of 1914.

Respectfully submitted,

MYRTLE BYRON, *President*

GRADUATION

The graduation class of 1958 included the students whose names are listed below. The formal commencement exercises of New York University were held on the University Heights Campus on the morning of June 6th.

Bellevue School of Nursing

Edna Dixon Anderson
Elizabeth Andrews
Gloria Atkins
Inge Baer
Gertrude Baker
Karen Beader
Carmen Becerril
Sue Bermingham
Juanita Boles
Roberta Boles
*Beatrice Booker
Renata Bornemann
Adeline Boudreau
Patricia Burns
Lila Zucker Burnstein
Dorothy Butte
Sheila Byrne
Eileen Cahill
Patricia Callahan
*Maria Caluori
Gloria Cappola
Dorothy Carolan
*Lois Caso
Mary Cecka
Claudette Cempa
Mary Christensen
Iris Chymczuk
Janet Coogan
Marilyn Cooper
Caroline Corcoran
*Peggy Corrin
Ruth Curtis
Yetta Danto
Arlene Dengrove
Anne Dewhurst
Gladys Diaz
Kathleen Dolan
Virginia Halleran Dunn
Louise Duringshoff
Dolores Edwards
Edith Webster Eggert
*Effie Harris Evans
Nora Fennell
Gertrude Buracheski Fischer
Mary Fischer
Geraldine Flaherty
Marianne Fong
Carolyn Forcinel
Mary McManus Fornasar
Lynn Friedrich
Roberta Gherdovich
Margaret Givens
Barbara Glendening
Miriam Gonzalez
Jean Goodenough
June Greene
Constance Grimaldi
Regina Guthrie
Mary Healy
Carol Hewitt
Linda Hill
Ann Holden
Sylvia Mirayes Hornberger
Carmen Berrios Howard
Dolores Imp
Merdiline Reynolds Jones
Gladys Joyce
Frances Kapitowsky
Selma Burman Katz
Eileen Keane
Mary Keane
Eileen Kelly
Evadne Kirven
Nancy Klatt
Janet Koch
Adele Gold Kolinsky
Annette Konowitz
Madelyn Kramer
Arline Kryger
Carol Malstrom Lamiano
Yvonne Lataille
Mary Wool Leader
Phyllis Leftwich
Gladys Lewis

*Students receiving the Bachelor of Science Degree from New York University upon completion of the course in Nursing.

Sandra Tignor Lewis
Barbara Lippel
Rosemarie Lynch
Joan Madden
Evelyn Marrow
Dolores Marshall
Helen Mahony Meany
Coletta Miah
Lillian Mironchik
Elizabeth Molloy
Jean Moore
*Elaine Muller
Marie Mulvihill
Barbara McDonough
*Jean McGovern
Maureen McGowan
Anne Needham
Alice Nilan
Ann O'Brien
Angela Occhiena
Eileen O'Connor
Ruth Ott
Maureen Owens
Helen Paul
Angela Pecoraro
Mary Phelan
Marie Potter
Phyllis Reckerd
Angela Ronga
Zenita Rothe
*Yvonne Samuel
Barbara Saunders
*Sheila Schuman
*Rosa Schwarz
Mary Scudellari
Mary Semenoff
Edna Smith
Gloria Smith
Kathleen Smith
Gladys Solberg
Rose Soltysik
*Arlene Strauchler
Virginia Barberi Strauss
Gertrude Stetter
Bernadette Sullivan
Irene Surdakowski
Arline Tartus
Carol Thompson
Patricia Tierney
Patricia Tonra
Sabina Toohill
Arlene Trenaman
Eleanor Tripo
Rose-Marie Green Turley
Clara Vaughn
Elizabeth Wallace
Estelle Warren
Carol Watson
Linda Weaver
Clare Weis
Jeanne Wetzel
Dorothy Whalen
Catherine Whitten
Anna Williams
*Marcellete Williams
Regina Williams
Marian Winfree
Helen Woodstock
*Dana Young
Amida Zapata

Mills School of Nursing for Men

Lynden Badal
*Alan Blumenthal
Victor Brown
John Cremer
Karl Everett
Thomas Hitchcock
Joseph Horn
James Jewett
Joseph Kelly
Donald Klahr
Robert Lockett
Missak Mozian
*Robert Muise
*Lawrence Phillips
John Reid Jr.
Arthur Sampson
Julio Torrens
Robert Torres

*Students receiving the Bachelor of Science Degree from New York University upon completion of the course in Nursing.

CERTIFICATE OF INCORPORATION

The undersigned citizens of the State of New York and of the United States of America, all being of full age, desire to form a charitable society under the act of the Legislature of the State of New York, passed in the year 1848, entitled, "An Act for the incorporation of benevolent, charitable, scientific and missionary societies," and the acts amendatory thereof, do make and file this certificate:

ARTICLE I. The name by which this society shall be known is "The Training School for Nurses."

ARTICLE II. The object of this society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

ARTICLE III. The number of directors of this society shall be ten, who shall be for the first year Mrs. W. H. Osborn, Mrs. Robert Woodworth, Mrs. William Preston Griffin, Mrs. Lucius Tuckerman, Miss A. H. Woolsey, Miss Ellen Collins, Miss Julia Gould, Mr. Henry G. Stebbins, Mrs. Chandler Robbins, Dr. W. G. Wylie.

ARTICLE IV. The principal place of business of this society shall be in the City and County of New York.

Dated, New York, February 2, 1874.

ELIZABETH C. HOBSON, *President*
VIRGINIA R. OSBORN,
ALLINE P. WOODWORTH,
ABBY HOWLAND WOOLSEY,
ELIZA WOLCOTT TUCKERMAN,

STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } ss.:

On this second day of February, 1874, before me personally appeared Elizabeth C. Hobson, President; Virginia R. Osborn, Alline P. Woodworth, Abby Howland Woolsey, and Eliza Wolcott Tuckerman, five of the above named incorporators, to me known to be the same persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

S. B. GOODALE,
Notary Public (23),
New York County.

(SEAL)

Filed May 9, 1874.

STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } ss.:

I, William J. McKenna, clerk of the said City and County, and clerk of the Supreme Court of said State of said County, do certify that I have compared the proceeding with the original certificate of incorporation of The Training School for Nurses, filed May 9, 1874, on file in my office, and that the same is a correct transcript therefrom, and the whole of such original. In witness whereof, I have hereunto subscribed my name, and affixed my seal this 7th day of March, 1892.

WM. J. MCKENNA, *Clerk*

By order of Court, changed to
THE BELLEVUE SCHOOLS OF NURSING
May 25, 1943

CONSTITUTION AND BY-LAWS OF BELLEVUE SCHOOLS OF NURSING

ARTICLE I.

The name by which this Society, as amended to date, shall be known is THE BELLEVUE SCHOOLS OF NURSING.

ARTICLE II.

The object of this Society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

BY-LAWS

I. MEMEBERSHIP

1. The members of the Society shall consist of Honorary, Active and Supporting members and of such other classes as from time to time may be authorized by the members.

2. Honorary members shall be those who may be elected by the Board of Managers of the Society because of valuable aid or service rendered to the Society.

3. Active members shall be those who constitute the Board of Managers of the Society.

4. Supporting members shall be those who may be elected by the Board of Managers because of having made contributions to the Society.

II. BOARD OF MANAGERS

1. The Board of Managers shall constitute the board of directors of the Society and shall have such powers as are customarily enjoyed by such boards.

2. There shall be not less than ten (10) nor more than thirty (30) members of the Board of Managers, exclusive, however, of such representatives of the City of New York as may be elected to hold office ex officio.

3. Members of the Board of Managers shall be elected by the members of the Society at the annual meeting of the members of the Society. However, the Board of Managers may elect members to fill vacancies.

4. Any member of the Society shall be eligible for election as a member of the Board of Managers.

5. The terms of office of members of the Board of Managers shall be such as the members of the Society may prescribe, or, in default of any such prescription, such as the Board of Managers may prescribe; provided, however, that no term shall be for a greater period than 5 years, and provided further that no term of a member elected by the Board of Managers to fill a vacancy shall be for a greater period than until the next annual meeting of the members of the Society.

6. The Board of Managers shall keep minutes of its meetings and shall make an annual report to the Department of Hospitals.

III. MEETINGS OF MEMBERS OF THE SOCIETY

1. There shall be an annual meeting of the members of the Society held in the City of New York at the principal office of the Society (or at such other place in the said City as may be authorized by the Board of Managers and specified in the notice of the meeting) on the first Friday of April in each calendar year.

2. There shall be such other meetings as may be called from time to time by the President, or by the Executive Vice-President, or by any two other

officers, or by action of the Board of Managers. Such meetings may be held at any place in the City of New York on not less than five (5) days' nor more than twenty (20) days' written notice.

3. At the annual meeting of the members of the Society, the members of the Board of Managers shall be elected to fill such terms as shall have been duly prescribed by the members of the Society or by the members of the Board of Managers. Nothing herein contained shall require the members of the Society to elect more than the minimum number of prescribed members of the Board of Managers.

4. At meetings of the members of the Society, the President, or in the absence of the President the Executive Vice-President, shall preside. In the event that neither is present, any member of the Society may call the meeting to order, and the meeting shall thereupon elect a Chairman.

5. The presence of 9 members of the Society shall constitute a quorum.

IV. Meetings of the Board of Managers

1. There shall be an annual meeting of the members of the Board of Managers held immediately after the annual meeting of the members of the Society; and no call, other than the call of the annual meeting of the members of the Society, shall be necessary for such meeting.

2. There shall be such other meetings of the Board of Managers as may be called from time to time by the President, or by the Executive Vice-President, or by any two other officers or members of the Board of Managers, or by action of the Board of Managers. Such meetings may be held at any place on two days' or more notice. Notice may be given orally or in writing; and the mailing of a letter, or the sending of a telegram, containing notice of a meeting two days before the date of such meeting shall be sufficient giving of notice.

3. At meetings of the Board of Managers, the President, or in the absence of the President the Executive Vice-President, shall preside. In the event that neither is present, any member of the Board of Managers may call the meeting to order, and the meeting shall thereupon elect a Chairman.

4. The presence of seven members of the Board of Managers shall constitute a quorum.

V. Committees

1. The Board of Managers may authorize such standing and special committees as may seem to them proper, including an Executive Committee with full power to act for the Board of Managers between meetings of the Board of Managers.

2. The President may appoint such special committees as may seem to her proper, provided that no special committee for the same purpose shall have been appointed by the Board of Managers.

3. In the event of a vacancy on any Standing or Special Committee, or sub-committee thereof, the President may appoint an individual to fill such vacancy.

4. In the event that the Board of Managers shall fail to prescribe regulations for any Standing or Special Committee, that Committee may prescribe its own regulations for the conduct of its business.

VI. Officers

1. The officers shall be the President, one or more Vice-Presidents, a Secretary and a Treasurer. They shall be elected by the Board of Managers at its annual meeting and shall hold office until the next annual meeting or until their successors are elected.

2. In addition to such officers, there may be one or more Assistant Secretaries, one or more Assistant Treasurers and such special officers or representatives as may be authorized from time to time by the Board of Managers.

3. One of the Vice-Presidents may be identified as the Executive Vice-President.

4. In addition to the powers specifically conferred by these By-Laws, the President shall have the powers and shall perform the duties usually appertaining to that office and may delegate any of such powers to the Executive Vice-President, if there be one.

5. In the absence of the President, the Executive Vice-President or, if there be none or if she be absent, the Vice-President senior in office shall perform the duties of the President. Each Vice-President shall also perform such duties as may be delegated to her by the Board of Managers directly or by the President pursuant to authorization by, or subject to approval of, the Board of Managers.

6. The Secretary and the Treasurer, respectively, shall have the powers to perform the duties usually appertaining to their offices.

7. Each Assistant Secretary and Assistant Treasurer as may be appointed by the Board of Managers shall have such powers and perform such duties as have been conferred upon or assigned to each of them, respectively, by the Board of Managers.

VII. By-Laws

These By-Laws may be amended at any time by the two-thirds vote of the members present at the Annual Meeting of the Society or at any Special Meeting of the members called for the purpose of considering and acting upon proposed changes.

Nothing contained in these By-Laws shall terminate the unexpired term of office of any person serving at the time of the enactment thereof as a member of the Board of Managers or rescind or limit the authority heretofore duly conferred upon any officer or representative to operate any bank account or any securities account with any bank, banker, trust company or broker or to fulfill any obligation of the Society.

AGREEMENT made and dated June 18, 1942 between: NEW YORK UNIVERSITY, a New York Corporation having its principal office at Washington Square, in the Borough of Manhattan, City of New York, hereinafter referred to as the "University"; THE CITY OF NEW YORK, a municipal corporation hereinafter referred to as the "city"; and BELLEVUE TRAINING SCHOOL FOR NURSES, a membership corporation hereinafter referred to as the "Board."

WHEREAS, the parties hereto desire to associate together for the purpose of continuing and expanding the work of training nurses heretofore carried on by the City and the Board in connection with Bellevue Hospital in order to confer University status on the Bellevue School of Nursing to elevate the standards of nursing education and to attract candidates with higher qualifications.

NOW, THEREFORE, in consideration of the premises and of the covenants herein contained, IT IS MUTUALLY AGREED AS FOLLOWS:

1. The work of training nurses at Bellevue Hospital shall be carried on under the name of "Bellevue School of Nursing, Division of Nursing of the College of Medicine of New York University" (hereinafter referred to as the "School").

2. The Commissioner of Hospitals of the City shall, subject to the Civil Service Law and the rules of the Municipal Civil Service Commission of the City, appoint all officers of administration and instruction of the School, including the Director, upon the nomination of the University.

3. The City, through its Department of Hospitals, shall have general control of the School. It shall continue its financial support of the work of training nurses at Bellevue Hospital, and shall, subject to the approval of the Commissioner of Hospitals, the Director of the Budget and the Board of Estimate, pay the expenses of the School, including wages and salaries, except to the extent to which contributions toward such expenses may be made by the Board, and except that the City or the Board shall not be obligated to pay tuition or other fees and expenses arising out of such pre-professional program as may be established as prerequisites of the degree. The University may, but shall not be obligated to, contribute funds from time to time for either special or general purposes of the School.

4. The University shall have general direction of instruction in the School and shall provide supervisory and consultation service by members of its staff. It shall, subject to the requirements of the State Department of Education and of the Division of Nursing of the Department of Hospitals, determine the entrance qualifications of students, the courses of study to be taken, and the requirements necessary to entitle students to certificates, diplomas or degrees. It shall take charge of student and alumni records. All degrees and diplomas after September 1, 1942, shall be conferred by the University. All bulletins and public announcements relating to the School shall be subject to approval of the Commissioner of Hospitals and the University.

5. The Board shall have power to inspect the work of the School, view the premises used or occupied in connection with the School, and make criticisms or suggestions to the Executive Committee regarding matter connected with the conduct of the School. It shall also have the same powers in connection with the nursing services; as to such services, however, its criticisms and suggestions shall be made to the Commissioner of Hospitals of the City.

6. The Executive Committee of the School shall consist of the following persons: The Dean of the College of Medicine of the University; the Director

of the Division of Nursing of the Department of Hospitals of the City; and the President of the Board. The City, the University and the Board may designate their respective alternates to serve on the Executive Committee in the event of the absence of the member representing them. The Executive Committee shall recommend persons to the University for nomination by its officers of administration and instruction of the School, including, from time to time, the person to be nominated as the Director of the School; and recommend changes in personnel, salaries or positions, and fix student fees, subject to the approval of the University and the Commissioner of Hospitals of the City. In fixing student fees, the Executive Committee shall make provisions for the following purposes; (1) expenditures for which funds are not provided by the Department of Hospitals; for example, laboratory fees, library fees, educational and recreational equipment, fund for purchases of books and uniforms and other personal equipment for student and similar purposes; (2) to reimburse the University for all expense directly incurred by it in connection with the work of the School; and (3) for such prorata portion of the general administrative costs of the University as may be equitable and proper.

9. In the event that the parties hereto shall disagree as to the interpretation of any of the provisions contained herein or as to the rights and privileges of the City, the Board and the University hereunder, such disagreement shall be submitted to arbitration, one arbitrator to be appointed by the Board, one by the University and another by the City. If such arbitrators do not agree, they shall appoint a fourth arbitrator as umpire, the decision of such arbitrator or umpire to be final and binding upon the parties hereto, the expenses of such arbitration to be assessed by such arbitrators or umpire at their discretion against any or all of the parties hereto. Any such arbitration shall be in accordance with the Arbitration Law of the State of New York as the same shall be in effect at the time of such arbitration.

10. This agreement may be terminated by any party giving notice in writing to the other parties. In the event of a notice of termination, the parties shall continue performance hereunder until all students who shall have matriculated prior to such notice of termination have had a reasonable opportunity to complete the work for the degrees, certificates or diplomas for which they matriculated. The provisions of this agreement are, however, for the benefit of the parties hereto, and shall not be deemed to confer rights upon students in the event of a termination hereof by notice, mutual consent, or otherwise.

11. Performance under the terms of this agreement shall commence September 1, 1942.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year first above written.

NEW YORK UNIVERSITY
By (signed) HARRY WOODBURN CHASE
Chancellor

THE CITY OF NEW YORK
By (signed) EDWARD M. BERNECKER
Commissioner, Department of Hospitals

BELLEVUE TRAINING SCHOOL FOR NURSES
By (signed) DOROTHEA JAMES
President, Board of Managers

BELLEVUE SCHOOLS OF NURSING, INC.
STATEMENT OF CASH RECEIPTS AND EXPENDITURES OF THE GENERAL FUND OPERATING ACCOUNT FOR THE YEAR ENDED JUNE 30, 1958

BALANCE JUNE 30, 1957		
In banks—General Operating Fund	$16,150.22	
Special Fund (transferred to General Fund)	1,064.86	
Revolving Loan Fund Graduate Nurses	2,000.00	
Petty cash funds	300.00	$19,515.08
RECEIPTS		
Income receipts:		
Dues	$ 380.00	
From investments, General Fund and Mrs. Wm. Preston Griffin Fund	22,363.44	
Contributions—General	280.00	
Contributions—Mills School of Nursing	100.00	
	$23,123.44	
Other receipts:		
Transferred from Edith Northcote Fund	1,000.00	
Total Receipts		24,123.44
		$43,638.52
Expenditures		
Expenses:		
Salaries—Recreation and Guidance	$ 3,215.44	
Health Service	7,799.84	
Physical Education	1,639.92	
Mills School of Nursing	240.00	
Office expense—salaries	812.50	
postage	40.00	
Pediatric program	69.20	
Printing annual report	470.00	
Scholarships	2,465.00	
Graduation expense	360.75	
Custodian fees for securities and safety deposit box rental	453.46	
Student pre-admission physical examination	150.00	
Auditing	190.00	
Convention expense	300.00	
Nurses Residence expenses	129.79	
Christmas decorations, etc.	190.02	
Miscellaneous	150.50	
Total Expenses	$18,676.42	
Other Expenditure:		
Transfer to Capital Fund for investment	16,148.70	
Total Expenditures		34,825.12

BALANCE JUNE 30, 1958

General Operating Fund:			
In bank	$6,513.40		
Petty cash funds	300.00	$6,813.40	
Revolving Loan Fund for Graduate Nurses:			
In bank	$1,765.00		
Loans	235.00	2,000.00	$8,813.40

MRS. WILLIAM H. OSBORN, *Treasurer*

A list of securities held by the Board of Managers is available on request to the Treasurer.

Paragraphs 7 and 8 of the original agreement have been deleted in this publication because the provisions therein were terminated with the sale to the City of New York of properties at 408-410-412 East 26th Street (previously owned by the University) and 416-418 and 426 East 26th Street (previously owned by the Board of Managers).

Paragraph 6 of the Agreement was modified by supplemental Agreement dated May 1, 1952, to provide that the Executive Committee shall consist of six members: the Dean of the College of Medicine of New York University; the Dean of Washington Square College of New York University; the Director of the Bureau of Medical and Hospital Services of the Department of Hospitals of The City of New York; the Director of the Division of Nursing of the Department of Hospitals of The City of New York; the President of the Board; and the First Vice-President of the Board. It was also provided that each member might designate his or her respective alternate to serve on the Executive Committee; that all actions by the Executive Committee should be deemed to be recommendations; and that all recommendations should be reported in writing to the Commissioner of Hospitals and none should be binding upon the City until and unless accepted by him.

May 20, 1942

Mrs. William H. Osborn, Treasurer
Bellevue Schools of Nursing, Inc.
466 First Avenue
New York, N. Y.

Dear Madam:

We have made an examination of the recorded cash receipts and expenditures of the General Fund Operating Account of the

BELLEVUE SCHOOLS OF NURSING, INC.

for the year ended June 30, 1958 and present the following described statement:

STATEMENT OF CASH RECEIPTS AND EXPENDITURES OF THE GENERAL FUND OPERATING ACCOUNT FOR THE YEAR ENDED JUNE 30, 1958.

In connection therewith, recorded cash receipts were compared with the deposits appearing on the bank statements and income from securities was compared with such income appearing on the custodian account statements. All recorded cash receipts were deposited in bank. Expenditures were compared with paid checks, approved vouchers and other supporting evidence and the total of such expenditures was reconciled with the total of the charges on the bank statements. The balance of cash in banks at the close of the period was reconciled with confirmations obtained from the depositaries. The petty cash funds were counted during the course of our examination and were found to be in accordance with the required amounts.

In our opinion based upon such an examination, the accompanying statement fairly sets forth the recorded cash receipts and expenditures of the General Fund Operating Account for the year ended June 30, 1958 and the cash balance of the account at that date.

Yours very truly,

BERNER AND DERRY

New York, New York
September 20, 1958

The New York Academy of Medicine

DUE IN TWO WEEKS UNLESS RENEWED
NOT RENEWABLE AFTER 6 WEEKS

DATE BORROWED	BORROWER

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22W26
N.Y.